DRAFT Version December 13, 2010
Procurement Vendor Data Standard
Expected system impact to
All Agencies and Institutions (including Universities)
with existing production systems

Changes are highlighted in yellow. Please provide comments to Marion.Lancaster@dgs.virginia.gov by Dec 30, 2010 on the changes.

Beginning July 1, 2011, all agencies and institutions:

- Must comply with the Vendor Location Standard Name
- May optionally comply with VLIN, Remit To address, and DOA Suffix

Guidance related to implementation of the Standard for State-Entered vendors and use of W-9 data

Impact to agency systems for procurement payment transactions:
The CARS vendor file will include the Vendor Location Standard Name. DPS and DOA will develop an interface of eVA Vendor data to the CARS vendor file by July 1, 2010. DOA will provide quarterly CARS procurement payment data that includes the Vendor Standard Name to APA for inclusion in DataPoint starting with Fiscal Year 2011.

For procurement payments processed as follows:

1. CARS online – no changes are expected to agency systems

2. CARS interface – for payments to Self-Registered vendors, the agency must include the Vendor Location Standard Name from eVA on the payment transactions in their agency system and on the voucher file sent to CARS.

3. Not CARS – agency must use the Vendor Location Standard Name from eVA on the payment transactions in their agency system. The agency must send the payment data to APA and include the Vendor Location Standard Name from eVA for Self-Registered vendors.

Impact to agency systems for purchasing transactions:
Agencies must use the Vendor Location Standard Name and other vendor data from eVA on purchase transactions generated from their system (e.g. Purchase Orders, Bidders Lists, Vendor notification information, etc.).

When orders are entered on-line in the eMall, the purchase order record in the eVA Data Warehouse will include the Vendor Location Standard Name. DPS will provide quarterly eVA purchasing data from the eVA Data Warehouse to APA for inclusion in DataPoint.

For purchase orders processed as follows:

1.   eVA online – no changes are expected to agency systems.

2.   **eVA import order interface** - for Self-Registered vendors, agencies must include the Vendor Location Standard Name and order address obtained from eVA on purchase order data in their agency systems. They must send that Vendor Location Standard Name in the VENDORNAME field on the Requisition Header Record (field 560) on the eVA import order interface for all Self-Registered vendors. The Vendor Location Standard Name provided by eVA will be compliant with the CARS rules for length and special characters. Still determining whether to change the layout to add VLIN or other fields.

3.   **eVA order export interface** –the Vendor Location Standard Name will be stored in the existing VENDORNAME field on the Requisition Header Record (field 560) for all Self-Registered vendors. If the requisition/order data is stored in the agency' system, it must include the Vendor Location Standard Name. VLIN and REGISTRATION_TYPE_CD will be added to the Requisition Header. Specific record layout changes will be posted at a later date on the eVA Technical page.

4. **eVA requisition/order integration** - the Vendor Location Standard Name will be stored in the Supplier.Name field in the line item section of the requisition XML and in the Supplier.Name field in the header section of the purchase order XML. If requisition or purchase order data is stored in the agency system, it must include the Vendor Location Standard Name. Multiple changes to integration will be included in a separate document and reviewed with integration agencies.

Impact to agency systems for vendor information:

If procurement vendor information is stored in an agency system, it must include the Vendor Location Standard Name from eVA.

eVA Vendor Web Services will be modified as follows:
1. The Vendor Location Standard Name will be stored in the existing Legal Name field in the eVASupplierLocationBase section and in the existing Headquarter Legal Name field in the eVASupplierBase section of the XSD
2. Include a Remit To (Payment Address) along with the DOA Suffix.
3. Include the VLIN.
4. Include a field to indicate whether the Vendor Location Standard Name has been verified with the IRS and the date associated with that verification.

eVA Vendor Export File (030 report file) will be modified as follows:

1. The Vendor Location Standard Name will be stored in the existing field named LGL_NM.

Note: To minimize the impact to agency systems for July 1, there will be no format changes to the existing eVA Vendor Export File (030 report file).

In addition to the existing 030 report file, a new set of flat files for procurement vendor data will be created that will include all other eVA vendor data including the VLIN, Remit To Address and DOA Suffix. The additional set of flat files is being referred to as the 030x vendor files. The file layouts are specified later in this document.

eVA integration – Vendor XML will be modified as follows by July 1, 2010:
1. The Vendor Location Standard Name will be stored in the existing SupplierName field.

Note: To minimize the impact to agency systems, the only changes to be made to the Vendor XML layout by July 1, 2010 is for the Vendor Location Standard Name.

Changes for Remit To (Payment) address, the DOA suffix, the VLIN, the field to indicate whether the Vendor Location Standard Name has been verified and the associated date will be made to the Vendor XML after July 1, 2010 and before June 30, 2011. Those changes will also include the modifications needed for State-Entered Vendors and W-9 data.

eVA lookup/reports
DGS will be creating additional ways for looking up vendor data for a specific vendor and enhancing existing reports. Details will be communicated later.

Flat files of Procurement Vendor Data

There will be no changes to the format of the existing Vendor Export File (030 report).

Vendor Export File (eVAReport030):

EVA_CUST_CD	Text	20	Same as VEND CUST CD
LGL_NM	Text	60	Vendor Location Standard Name with data values no longer than 40 characters. This name field is provided to you exactly as the vendor entered it in eVA. Some vendors may have entered this name in all upper case – others may have entered this name in mixed case.
TIN	Text	9	Tax ID Number
CATALOG_DUNS	Text	9	Null (no longer used)
ACCEPTS_AMEX	Text	60	N/A (no longer used)
PREFERRED_ORDER_METHOD	Text	18	URL-Electronic or Print
LOC_DUNS	Text	9	Vendor Location DUNS
STR_1_NM	Text	75	Street Line 1 for Ordering Address
STR_2_NM	Text	75	Street Line 2 for Ordering Address
CITY_NM	Text	60	City for Ordering Address
ST	Text	2	State Code for Ordering Address
ZIP	Text	10	ZIP Code for Ordering Address
ADDR_PHONE	Text	30	
ADDR_PHONE_EXT	Text	6	
ADDR_FAX	Text	20	
ADDR_FAX_EXT	Text	6	
ADDR_EMAIL	Text	100	
LAST_MOD_DT	Date/Time		
ACTION	Text	6	Null (not used)
SMALL	Text	5	TRUE or FALSE
WOMEN_BUSINESS	Text	5	TRUE or FALSE
MINORITY_BUSINESS	Text	5	TRUE or FALSE
COUNTRY	Text	5	For example, US for United States

A new set of vendor flat files, the 030x files, will be created. Each set of files has the basic vendor location information along with an additional aspect of vendor information.

Each file will include records for vendors that are active and vendors that are not active. A status code will be included with a definition that distinguishes between vendors that are active and those that are not.

Although DPS is not focusing on standards for foreign vendors for July 1, foreign vendors will be included on the 030x files. On the 030A Vendor Address file, there will be no special formatting, such as CARS formatting, for foreign addresses.

There will be one set of 030x files available online in eVA on the Technical page within the Reports & Documents part of eVA that can be manually downloaded. There will be another set that is available for automated download through the use of a Java Client program. There will be another subset of the 030x files also available for automated download through the use of a Java Client program that includes only changes made during the previous 5 calendar days.

Full Files available on the eVA Technical page:

eVA_PROD_030A_v1.html	Vendor Address File
eVA_PROD_030B_v1.html	Vendor Business Type File (SWAM data)
eVA_PROD_030C_v1.html	Vendor Commodity Code File
eVA_PROD_030S_v1.html	Vendor Service Area File
eVA_PROD_030T_v1.html	Vendor Tax Profile

Full Files available through the Java Client program:

030_A_REPORT_VENDADDR_YYYYMMDD.txt	Vendor Address File (Payment & Ordering addresses)
030_B_REPORT_VENDBUSTYPE_YYYYMMDD.txt	Vendor Business Type File (SWAM data)
030_C_REPORT_VENDCOMMCD_YYYYMMDD.txt	Vendor Commodity Code File
030_S_REPORT_VENDSRVCAREA_YYYYMMDD.txt	Vendor Service Area File
030_T_REPORT_VENDTAX_YYYYMMDD.txt	Vendor Tax Profile File

Files with changes for the previous 5 calendar days available through the Java Client program.

030_A_SUBSET_VENDADDR_YYYYMMDD.txt	Vendor Address File (only includes Payment and Ordering addresses)
030_B_SUBSET_VENDBUSTYPE_YYYYMMDD.txt	Vendor Business Type File (SWAM data)
030_C_SUBSET_VENDCOMMCD_YYYYMMDD.txt	Vendor Commodity Code File

| 030_S_SUBSET_VENDSRVCAREA_YYYYMMDD.txt | Vendor Service Area File |
| 030_T_SUBSET_VENDTAX_YYYYMMDD.txt | Vendor Tax Profile File |

File layout for the **Vendor Address File (030A)**
There will be one record for each vendor address for each vendor location regardless of vendor location status. The file will include all addresses, whether active or not.

VLIN	Text	10	The Vendor Location Identification Number. A system assigned identifier. Will be populated on every record.
VEND_CUST_CD	Text	20	ID assigned to a self-registered vendor location by eVA.
VEND_LOC_STNDRD_NM	Text	40	Vendor Location Standard Name also known as Vendor Standard Name. This name conforms to CARS special character edits for vendor name. This name field is provided to you exactly as the vendor entered it in eVA. Some vendors may have entered this name in all upper case – others may have entered this name in mixed case.
VEND_LOC_STNDRD_NM_UPPER	Text	40	Vendor Location Standard Name also known as Vendor Standard Name. This name conforms to CARS special character edits for vendor name. The data in this field will be stored in upper case.
VEND_LOC_NM	Text	60	Vendor Location Name. This is a clarifying name for purchasing purposes.
HQ_FLG	Text	1	Headquarters Flag. Values of Y and N.
TIN	Text	9	Taxpayer Identification Number
TIN_TYPE_CD	Text	4	EIN SSN ATIN ITIN
W9_FIRST_NM	Text	15	This field will only be populated when Tax ID type is SSN
W9_LAST_NM	Text	24	This field will only be populated when Tax ID type is SSN

W9_NM	Text	40	The IRS payee name1 field from the W-9 form.
PARENT_EVA_ACCT_CD	Text	20	ID assigned to a parent self-registered vendor location by eVA.
PARENT_VLIN	Text	10	Parent Vendor Location Identification Number
DUNS_NUM	Text	9	The Dun and Bradstreet number associated with the vendor location's ordering address.
VEND_LOC_STATUS_CD	Text	1	1 = Inactive, new vendor location not yet approved 2= Active 3=Suspended 4=Discontinued 5=Debarred 6=Deleted (Logical) 7=Nonpayment of eVA fees 8 = Bad Address (billing address for eVA fees)
VEND_STATUS_DT	Date		The date associated with the VEND_LOC_STATUS_CD. Technical note: This date is currently being populated with the date when a change to the status or other vendor registration data has changed. In the future this will be updated to accurately represent only the date associated with the status. Note to DGS/eVA programmers: In eVA this is the Last modify date on the R_VEND_CERT table which must be added to the data warehouse. Stored as YYYYMMDD
PREF_ORDER_METHOD_CD	Text	1	1 = Electronic via Ariba Commerce Services Network 2 = US Postal Service (print and mail)
VEND_ADDR_USAGE_CD	Text	2	BI = Billing Address CS = Customer Service PA = Payment Address (Remit To)

			PR = Ordering Address PT = Physical SA = Statutory Agent SH = Shipping Return SO = Solicitation Address WR = Registration Administrator Note: The 030A files available for automated download via the Java Client program will only include the Payment (Remit To) and Ordering Addresses. The 030A file available online in eVA on the Reports page will include all address types.
VEND_ADDR_ID	Text	20	
STREET_LN1	Text	60	Street Address Line 1 (International Address Line 1)
STREET_LN2	Text	60	
CITY_NM	Text	28	
STATE_CD	Text	2	State Code
COUNTRY_CD	Text	3	
POSTAL_CD	Text	10	For the United States this is the 5 digit ZIP code, a hyphen, and the plus 4 digit ZIP, formatted as 99999-9999
DOA_SUFFIX	Text	2	Will be null except for payment addresses. Example values are 00, 1A, 1B,,,1Z, 2A, 2B,,,2Z, etc.
ADDR_PHONE_COUNTRY_CD	Text	3	
ADDR_FULL_PHONE_NUM	Text	26	The combination of Area Code and Phone Number
ADDR_PHONE_EXT	Text	6	
ADDR_FAX_FULL_PHONE_NUM	Text	26	The combination of Area code and Phone number
ADDR_FAX__PHONE_EXT	Text	6	
CONTACT_EMAIL_ADDR	Text	100	Internet email address for the first contact for the vendor location.
CONTACT FIRST NAME	Text	20	The first name of the contact for the vendor location.
CONTACT LAST NAME	Text	20	The last name of the contact for the vendor location.
ADDR_EFF_BEGIN_DT	Date		Stored as YYYYMMDD

ADDR_EFF_END_DT	Date		Stored as YYYYMMDD
ADDR_STATUS_CD	Text		0 = Inactive 1 = Active
LAST_MOD_DT	Date		The most recent date that the vendor location, address usage or address information was changed. Stored as YYYYMMDD
STNDRD_NM_VERIFY_FLG	Text	1	Flag indicating whether the Vendor Location Standard Name has verified . Y = verified
STNDRD_NM_VERIFY_DT	Date		YYYYMMDD is the date the Vendor Location Standard Name was verified.
REGISTRATION_TYPE_CD	Text	2	V = Vendor Self-Registered S = State Entered Note: This change in the record layout is not in production. This is a planned change targeted for the end of March 2011.
REGISTRATION_TYPE_CD_DT	Date		The date the REGISTRATION_TYPE_CD was last changed. Note: This change in the record layout is not in production. This is a planned change targeted for the end of March 2011.

- Fields in Data Dictionary from the Vendor Location entity, not included in the 030A Vendor Address file:
    a.   Vendor Location Approval Status Code
    b.   Last Approved by User Name
    c.   Last Approval Date
    d.   Vendor Solicitation Classification Code
    e.   NAICS Classification Code
    f.   Registration Type Code
    g.   State of Incorporation Code
    h.   Vendor Location Parent Relationship Type Code
    i.   Franchise Flag
    j.   Vendor Location Comment
    k.   Web Address Text
    l.   Internet Catalog Web Address Text
    m. Default Currency Code
    n.   Organization Legal Type Code

- Fields in Data Dictionary from the Vendor Address Usage entity, not included in the 030A Vendor Address file:
  a. Method of Notification Code
  b. Principal Address Flag
  c. Vendor Contact Identifier
  d. Internal Mail Delivery Text
  e. FAX Country Code

- Fields in Data Dictionary from the Vendor Address entity, not included in the 030A Vendor Address file:
  a. FIPS Locality Code
  b. FIPS Locality Name
  c. Address Country Name
  d. Delivery Line Text
  e. Congressional District Code
  f. International Address Line 2

File layout for the **Vendor Business Type File (030B)**
There will be one record for each Business Type for each vendor location regardless of vendor location status:

VLIN	Text	10	The Virginia Vendor Location Identifier. Will be populated on every record.
VEND_CUST_CD	Text	20	ID assigned to the vendor location to self-registered vendors by eVA.
VEND_LOC_STNDRD_NM	Text	40	Vendor Location Standard Name also known as Vendor Standard Name. This name conforms to CARS special character edits for vendor name. This name field is provided to you exactly as the vendor entered it in eVA. Some vendors may have entered this name in all upper case – others may have entered this name in mixed case.
VEND_LOC_STNDRD_NM_UPPER	Text	40	Vendor Location Standard Name stored in upper case.
VEND_LOC_NM	Text	60	Vendor Location Name. This is a clarifying name for purchasing purposes.
HQ_FLG	Text	1	Headquarters Flag. Values of Y and N.

TIN	Text	9	Taxpayer Identification Number
TIN_TYPE_CD	Text	4	EIN SSN ATIN ITIN
W9_FIRST_NM	Text	15	This field will only be populated when Tax ID type is SSN
W9_LAST_NM	Text	24	This field will only be populated when Tax ID type is SSN
W9_NM	Text	40	The IRS payee name1 field from the W-9 form.
PARENT_EVA_ACCT_CD	Text	20	ID assigned to a parent self-registered vendor location by eVA.
PARENT_VLIN	Text	10	
DUNS_NUM	Text	9	The Dun and Bradstreet number associated with the vendor location's ordering address.
VEND_LOC_STATUS_CD	Text	1	1 = Inactive, new vendor location not yet approved 2= Active 3=Suspended 4=Discontinued 5=Debarred 6=Deleted (Logical) 7=Nonpayment of eVA Fees 8=Bad Address (billing address for eVA fees)
VEND_STATUS_DT	Date		The date associated with the VEND_LOC_STATUS_CD. Technical note: This date is currently being populated with the date when a change to the status or other vendor registration data has changed. In the future this will be updated to accurately represent only the date associated with the status. Note to DGS/eVA programmers: In eVA this is the Last modify date on the

			R_VEND_CERT table which must be added to the data warehouse. Stored as YYYYMMDD
PREF_ORDER_METHOD_CD	Text	1	1 = Electronic via Ariba Commerce Services Network 2 = US Postal Service (print and mail)
VEND_CERT_DOMAIN_TYPE_ID	Text	4	SWAM
VEND_CERT_REFERENCE_ID	Text	20	
CERT_DT	Date		The date when the vendor became certified. Stored as YYYYMMDD
CERT_EXPIRE_DT	Date		
VEND_CERT_SUB_DOMAIN_CD	Text	2	S = Small W = Woman M = Minority
LAST_MOD_DT	Date		The date the vendor location or vendor location certification information was last changed. Stored as YYYYMMDD
STNDRD_NM_VERIFY_FLG	Text	1	Flag indicating whether the Vendor Location Standard Name has been verified. Y = verified.
STNDRD_NM_VERIFY_DT	Date		YYYYMMDD is the date the Vendor Location Standard Name was verified.
REGISTRATION_TYPE_CD	Text	2	V = Vendor Self-Registered S = State Entered Note: This change in the record layout is not in production. This is a planned change targeted for the end of March 2011.
REGISTRATION_TYPE_CD_DT	Date		The date the REGISTRATION_TYPE_CD was last changed. Note: This change in the record layout is not in production. This is a planned change targeted for the end of March 2011.

- On the 030B Vendor Business Type file, the following fields have not been included from the Vendor Location Certification entity:

  a. Certification Comment Text
  b. Certification Form Locator Text

File layout for the **Vendor Commodity Code File (030C)**
There will be one record for each commodity code for each vendor location regardless of vendor location status:

VLIN	Text	10	The Virginia Vendor Location Identifier. Will be populated on every record.
VEND_CUST_CD	Text	20	ID assigned to the vendor location to self-registered vendors by eVA.
VEND_LOC_STNDRD_NM	Text	40	Vendor Location Standard Name also known as Vendor Standard Name. This name conforms to CARS special character edits for vendor name. This name field is provided to you exactly as the vendor entered it in eVA. Some vendors may have entered this name in all upper case – others may have entered this name in mixed case.
VEND_LOC_STNDRD_NM_UPPER	Text	40	Vendor Location Standard Name stored in upper case.
VEND_LOC_NM	Text	60	Vendor Location Name. This is a clarifying name for purchasing purposes.
HQ_FLG	Text	1	Headquarters Flag. Values of Y and N.
TIN	Text	9	Tax Identification Number
TIN_TYPE_CD	Text	4	EIN SSN ATIN ITIN
W9_FIRST_NM	Text	15	This field will only be populated when Tax ID type is SSN
W9_LAST_NM	Text	24	This field will only be

				populated when Tax ID type is SSN
W9_NM	Text	40		The IRS payee name1 field from the W-9 form.
PARENT_EVA_ACCT_CD	Text	20		ID assigned to a parent self-registered vendor location by eVA.
PARENT_VLIN	Text	10		Parent Vendor Location Identification Number
DUNS_NUM	Text	9		The Dun and Bradstreet number associated with the vendor location's ordering address.
VEND_LOC_STATUS_CD	Text	1		1 = Inactive, new vendor location not yet approved 2= Active 3=Suspended 4=Discontinued 5=Debarred 6=Deleted (Logical) 7=Nonpayment of eVA fees 8=Bad Address (billing address for eVA fees)
VEND_STATUS_DT	Date			The date associated with the VEND_LOC_STATUS_CD. Technical note: This date is currently being populated with the date when a change to the status or other vendor registration data has changed. In the future this will be updated to accurately represent only the date associated with the status. Note to DGS/eVA programmers: In eVA this is the Last modify date on the R_VEND_CERT table which must be added to the data warehouse. Stored as YYYYMMDD
PREF_ORDER_METHOD_CD	Text	1		1 = Electronic via Ariba Commerce Services Network 2 = US Postal Service (print and mail)

NIGP_COMMODITY_CODE	Text	5	
NIGP_COMMODITY_DESC	Text	255	NIGP Commodity Description
LAST_MOD_DT	Date		The last date that a change was made to the vendor location or the date a commodity code was added to this vendor's registration. Stored as YYYYMMDD
STNDRD_NM_VERIFY_FLG	Text	1	Flag indicating whether the Vendor Location Standard Name has been verified. Y = verified
STNDRD_NM_VERIFY_DT	Date		YYYYMMDD is the date the Vendor Location Standard Name was verified.
REGISTRATION_TYPE_CD	Text	2	V = Vendor Self-Registered S = State Entered Note: This change in the record layout is not in production. This is a planned change targeted for the end of March 2011.
REGISTRATION_TYPE_CD_DT	Date		The date the REGISTRATION_TYPE_CD was last changed. Note: This change in the record layout is not in production. This is a planned change targeted for the end of March 2011.

File layout for the **Vendor Service Area File (030S)**
There will be one record for each service area for each vendor location regardless of vendor location status:

VLIN	Text	10	The Virginia Vendor Location Identifier. Will be populated on every record.
VEND_CUST_CD	Text	20	ID assigned to the vendor location to self-registered vendors by eVA.
VEND_LOC_STNDRD_NM	Text	40	Vendor Location Standard Name also known as Vendor

			Standard Name. This name conforms to CARS special character edits for vendor name. This name field is provided to you exactly as the vendor entered it in eVA. Some vendors may have entered this name in all upper case – others may have entered this name in mixed case.
VEND_LOC_STNDRD_NM_UPPER	Text	40	Vendor Location Standard Name stored in upper case.
VEND_LOC_NM	Text	60	Vendor Location Name. This is a clarifying name for purchasing purposes.
HQ_FLG	Text	1	Headquarters Flag. Values of Y and N.
TIN	Text	9	Taxpayer Identification Number
TIN_TYPE_CD	Text	4	EIN SSN ATIN ITIN
W9_FIRST_NM	Text	15	This field will only be populated when Tax ID type is SSN
W9_LAST_NM	Text	24	This field will only be populated when Tax ID type is SSN
W9_NM	Text	40	The IRS payee name1 field from the W-9 form.
PARENT_EVA_ACCT_CD	Text	20	ID assigned to a parent self-registered vendor location by eVA.
PARENT_VLIN	Text	10	Parent Vendor Location Identification Number
DUNS_NUM	Text	9	The Dun and Bradstreet number associated with vendor location's ordering address.
VENDOR_LOC_STATUS_CD	Text	1	1 = Inactive, new vendor location not yet approved 2= Active 3=Suspended 4=Discontinued

			5=Debarred 6=Deleted (Logical) 7=Nonpayment of eVA fees 8=Bad Address (billing address for eVA fees)
VEND_STATUS_DT	Date		The date associated with the VEND_LOC_STATUS_CD. Technical note: This date is currently being populated with the date when a change to the status or other vendor registration data has changed. In the future this will be updated to accurately represent only the date associated with the status. Note to DGS/eVA programmers: In eVA this is the Last modify date on the R_VEND_CERT table which must be added to the data warehouse. Stored as YYYYMMDD
PREF_ORDER_METHOD_CD	Text	1	1 = Electronic via Ariba Commerce Services Network 2 = US Postal Service (print and mail)
SERVICE_AREA_CD	Text	5	**10** = Statewide **97** = Cities: Chesapeake, Franklin, Hampton, Newport News, Norfolk, Poquoson, Portsmouth, Suffolk, Virginia Beach, and Williamsburg. Counties: Isle of Wight, James City, Southampton, Surry, Sussex, and York. **98** = Cities: Colonial Heights, HopeWell, Petersburg, and City of Richmond. Counties: Charles City, Chesterfield, Dinwiddie, Goochland, Hanover, Henrico, King William, New Kent, Powhatan, and Prince George. **99** = City: Fredericksburg. Counties: Caroline, Culpeper,

			Essex, Gloucester, King and Queen, King George, Lancaster, Madison, Mathews, Middlesex, Northumberland, Orange, Richmond County, Spotsylvania, Stafford, and Westmoreland. **100** = Cities: Alexandria, Fairfax, Falls Church, Manassas, Manassas Park and Winchester. Counties: Arlington, Clarke, Fairfax, Fauquier, Frederick, Loudoun, Page, Prince William, Rappahannock, Shenandoah, and Warren. **101** = Cities: Charlottesville, Harrisonburg, Staunton, and Waynesboro. Counties: Albemarle, Augusta, Fluvanna, Greene, Highland, Louisa, Nelson, and Rockingham. **102** = City: Emporia. Counties: Amelia, Brunswick, Buckingham, Charlotte, Cumberland, Greensville, Halifax, Lunenburg, Mecklenburg, Nottoway, and Prince Edward. **103** = Cities: City of Bedford, Buena Vista, Cliffton Forge, Covington, Danville, Lexington, and Lynchburg. Counties: Alleghany, Amherst, Appomattox, Bath, Bedford County, Botetourt, Campbell, Pittsylvania, and Rockbridge. **104** = Cities: Galax, Martinsville, Radford, City of Roanoke, and Salem. Counties: Carroll, Craig, Floyd, Franklin, Giles, Henry, Montgomery, Patrick,

			Pulaski, and Roanoke County. **105** = Cities: Bristol and Norton. Counties: Bland, Buchanan, Dickenson, Grayson, Lee, Russell, Scott, Smyth, Tazewell, Washington, Wise, and Wythe. **106** = Counties: Accomack and Northampton
LAST_MOD_DT	Date		The last date changes were made to the vendor location information or a service area was added to the vendor's registration. Stored as YYYYMMDD
STNDRD_NM_VERIFY_FLG	Text	1	Flag indicating whether the Vendor Location Standard Name has been verified. Y = verified
STNDRD_NM_VERIFY_DT	Date		YYYYMMDD is the date the Vendor Location Standard Name was verified.
REGISTRATION_TYPE_CD	Text	2	V = Vendor Self-Registered S = State Entered Note: This change in the record layout is not in production. This is a planned change targeted for the end of March 2011.
REGISTRATION_TYPE_CD_DT	Date		The date the REGISTRATION_TYPE_CD was last changed. Note: This change in the record layout is not in production. This is a planned change targeted for the end of

			March 2011.

- For the 030S Vendor Service Area file, the following fields have not been included from the Vendor Location Certification entity:
  - a.   Service Area FIPS Code

DRAFT Vendor Export File for the Vendor Tax Profile (030T)

There will be one record for each combination of TIN and TIN type. For field definitions, see the Vendor Procurement Data Standards at
http://www.vita.virginia.gov/oversight/EDM/Vendor/AttachFiles/DPSVendorStandardDataDictionary.pdf

TIN	Text	9	Taxpayer Identification Number
TIN_TYPE_CD	Text	4	EIN, SSN (future ATIN, ITIN)
TAXPAYER_FIRST_NM	Text	15	This field will only be populated when TIN_TYPE_CD is SSN. The only special characters allowed are dash(-) and ampersand (&). This field is not in the data standard but it is in eVA. We have included it on the other 030x files, so it has also been included here.
TAXPAYER_LAST_NM	Text	24	This field will only be populated when TIN_TYPE_CD is SSN. The only special characters allowed are dash(-) and ampersand (&). This field is not in the data standard but it is in eVA. We have included it on the other 030x files, so it has also been included here.
TAXPAYER_PRIMARY_PAYEE_NM	Text	40	The only special characters allowed are dash(-) and ampersand (&).
TAXPAYER_SECOND_PAYEE_NM	Text	40	
IRS_NAME_CONTROL_TXT	Text	4	If TIN_TYPE_CD is SSN, will be based on TAXPAYER_LAST_NM. If TIN_TYPE is EIN, will be based on TAXPAYER_PRIMARY_PAYEE_NM.
TAXPAYER_ADDRESS_TXT	Text	40	
TAXPAYER_CITY_NM	Text	40	
TAXPAYER_STATE_CD	Text	2	The data standard currently has this defined at 3 positions. We will change the data standard to be 2 positions.
TAXPAYER_COUNTRY_CD	Text	2	
TAXPAYER_COUNTRY_NM	Text	40	
TAXPAYER_ZIP_CD	Text	9	If only the first five digits are known, left-justify and fill the unused positions with blanks.
ORGANIZATION_LEGAL_TYPE_CD	Text	2	1 = Corporation 2 = General Paratnership 3 = Sole Proprietorship

			4 = Non-Profit Associations 5 = Governmental Entity 6 = Individual 8 = Limited Liability Company 10 = Business Trusts 12 = Estates 99 = Undeclared
SUPPLEMENTAL_ORG_TYP_CD	Text	2	11 = Joint Venture 15 = Professional Corporation 16 = Medical and Health Care Corporation 17 = Legal Services Corporation 18 = Real Estate Agent 20 = Virginia State Agency 21 = Virginia Local Government 22 = Federal Government 23 = Political Subdivision
TAXABLE_ENTITY_TYPE_CD	Text	3	1 = Corporation 2 = General Partnership 3 = Sole Proprietorship 4 = Non-Profit Associations 5 = Governmental Entity 6 = Individual 8 = Limited Liability Company 10 = Business Trusts 11 = Joint Venture 12 = Estates 15 = Professional Corporation 16 = Medical and Health Care Corporation 17 = Legal Services Corporation 18 = Real Estate Agent 20 = Virginia State Agency 21 = Virginia Local Government 22 = Federal Government 23 = Political Subdivision 99 = Undeclared
IRS_TAX_CLASSIFICATION_CD	Text	1	D = Disregarded Entity C = Corporation P = Partnership This will only be populated when the organization type is 8 = Limited Liability Company

IRS_VALIDATION_FLG	Text	1	Y = validated by the IRS N = validation by the IRS not attempted or failed This field is not in the data standards but it is eVA.
IRS_MATCHING_VALIDATION_CD	Text	2	0 = TIN and Name Match IRS Records 1 = TIN was missing or not 9 digit numeric 2 = TIN entered is not currently used 3 = TIN and Name combination does not match IRS records 4 = Invalid TIN matching request 5 = Duplicate TIN matching request 6 = TIN and Name combination matches IRS SSN records 7 = TIN and Nam combination atches IRS EIN records 8 = TIN and Name combination matches IRS SSN and EIN records W9 = TIN was not validated by the IRS. DPS has a signed W-9 form on file.
IRS_VALIDATION_DATE	Date		Stored as YYYYMMDD The date associated with IRS_Matching_Validation_Cd. This field will only be populated if the TIN has been validated by the IRS.
PREVIOUS_TIN	Text	9	This field is not in the data standards but is in eVA.
NEW_TIN	Text	9	This field is not in the data standards but is in eVA.
NEW_TIN_TYPE	Text	4	This field is not in the data standards but is in eVA.
TAX_FORM_NBR	Text	10	W-9
TAX_FORM_RECEIVED_DT	Date		Stored as YYYYMMDD.
TAXPAYER_EXEMPT_FROM_WITHHOLDING_FLG	Text	1	The taxpayer declares on W9 whether they are exempt from withholding. Y means they don't expect taxes to be withheld. N means they expect taxes to be withheld.

FOREIGN_TAX_NBR	Text	15	Future field for W-8.
TAXPAYER_FOREIGN_ADDRESS_TXT	Text	50	Future field for W-8
TAXPAYER_IS_FOREIGN_FLG	Text	1	Future field for W-8.
LAST_MOD_DT	Date		The most recent date that the Tax ID information was changed. Stored as YYYYMMDD.